



Terminal Learning Objective



Action: Prepare a Standing Operating Procedure (SOP).

Conditions: Given a requirement to establish an SOP, appropriate references or policy guidance, and office supplies.

Standards: Prepared standing operating procedures that enhance your unit's effectiveness as stated in FM



Sample Format for Combat Operations SOP



(Classification)

Headquarters

Location

Date

**STANDING OPERATING
PROCEDURES**



Sample Format for Combat Operations SOP

1. GENERAL (continued)

a. Purpose

b. Conformity

(Introduction)



Sample Format for Combat



Operations SOP SOP-CBTOP (continued)

2.COMMAND AND CONTROL

- a. Organization**
- b. Command Posts**
- c. Liaison and Coordination**
- d. C-E**
- e. Orders, Reports, and
Distribution**

(Body)



Sample Format for Combat



Operations SOP

3. COORDINATION OF COMBAT AND COMBAT SUPPORT OPERATIONS

- a. Intelligence**
- b. Operations**
- c. Techniques**
- d. Special Considerations**

(Body)



Sample Format for Combat Operations SOP

(continued)

4. COORDINATION OF CSS OPERATIONS

- a. General**
- b. Techniques**
- c. Detailed Procedures**

(Body)



Sample Format for Combat Operations SOP (continued)



(Commanding)

OFFICIAL:

/s/ _____

G3



Sample Format for Combat Operations SOP

**Annexes: (continued) Post Organization
and**

Displacement

B-

C-

D-

E-

F-

G-

Distribution: